

United States Department of Agriculture



Natural Resources Conservation Service  
655 Parfet Street - RM. E200C  
Lakewood, CO 80215-5517

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VIA ELECTRONIC MAIL

**COLORADO BULLETIN NO.:** CO-180-07-04

JUNE 1, 2007

**SUBJECT:** CPA – Minimum Documentation for Practice Application

**TO:** Area Conservationists and District Conservationists

**PURPOSE:** To provide guidance to USDA employees on minimum acceptable documentation for reporting application of conservation practices.

**EXPIRATION DATE:** September 30, 2007

Due to the current backlog of practice application in contracts, Ecological Sciences has determined the minimum acceptable documentation for the purpose of Late-Rate reporting during Fiscal Year 2007 is as follows:

449 Irrigation Water Management – Completion of one year of irrigation records based on the attached IWM Application Record or the IWM Record found in the IWM Tool.

590 Nutrient Management – Completion of the Nutrient Management – 590 Job Sheet with signatures.

595 Pest Management – Completion of the Pest Management – 595 Job Sheet with signatures.

If these practices were completed by a Technical Service Provider (TSP), a signed CO-ECS-16 or CO-TSP-1 form will provide the needed documentation. For work completed by a Crop Consultant, either a letter from the consultant stating what was done or a completed practice job sheet per the information above.

Contact Eugene Backhaus at [eugene.backhaus@co.usda.gov](mailto:eugene.backhaus@co.usda.gov) or phone 720-544-2868 or your Area Conservationist if you have questions regarding these requirements.

/s/

ALLEN GREEN  
State Conservationist

Attachments

Dist: A, D

cc: Jeffery Burwell, SRC, NRCS, Lakewood, CO

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